



County of Greene, Missouri

Employment Vacancy Announcement

10/22/2015

Greene County Family Court - Juvenile Division

Juvenile Probation Officer - SHY-MAT

Full-Time

\$16.63 per hour/\$34,590.40 annually

The Greene County Family Court/Juvenile Division is seeking a qualified person for the position of Juvenile Probation Officer. The work requires professional-level discretionary judgment of high-risk youth using knowledge of the principles and skills of juvenile offender reformation, restorative justice, and juvenile services case management. This Probation Officer position has a specialized caseload which provides case management services to youth who have engaged in sexually harmful behavior. This position works under the direct supervision of a Probation Supervisor and the general direction of the Chief Juvenile Officer.

Essential Duties and Responsibilities:

A primary role for this position will be to participate in the SHY-MAT (sexually harmful youth - management assessment treatment) team in research and implementation of best practice case management, programs and supervision for sexually harmful youth. Additionally, this position will provide community supervision and case management services to juvenile aged sexually harmful offenders on Informal and Formal Probation and those awaiting Juvenile Court Jurisdictional/Dispositional proceedings. Investigate and research thoroughly juvenile offender personal history, family situation, school records, past criminal behavior, psychological and psychiatric history, general background and environment. Formulate and present written/oral recommendations to the Juvenile Court, Court Staff, and service providers regarding the suitability of youth for Probation Services, commitment to state agency custody, or other dispositional alternatives appropriate and available. Collaborate with other professionals, the youth and his or her family to plan a community-based reformation program that includes needed support services, treatment for sexually harmful behavior, drug or alcohol treatment, and other court ordered services such as payment of restitution or community volunteer work. Meet regularly and visit personally with youth in their in their home, residential placement, school, places of employment to monitor their behavior, performance, and adherence to conditions of probation supervision. Establish with youth and family a rehabilitation plan with rules of conduct, goals, objectives, and court orders. Document youth's progress and status with respect to the youth's activities, behavior and quality of adjustment while under supervision. Establish and maintain paper and electronic case files for youth. Compile and maintain accurate and current case notes and prepare required reports for each youth supervised in a neat and legible prescribed form by entering data into JIS case management forms and documents. Conduct drug screen assessments. Enforce court orders. When youth violates conditions of probation or supervision; initiate formal court proceedings by filing petitions and/or motions to modify and other necessary actions to procure a decision by the Juvenile Court. Recommend revocation of probation, modification of disposition, or youth to remain in community with sanctions, when necessary. Prepare reports with recommendation for the youth's discharge from Probation whether successful or unsuccessful. Contact public and private community agencies to assist in youth rehabilitation or correction. Perform various Probation Services public relations activities such as addressing parent and community groups, participating in conferences, panels of other agencies. Perform other such duties as may be directed by Probation Supervisor, Chief Juvenile Officer, or Juvenile Judge.

Be an active leader on the SHY-MAT team and supportive of youth rehabilitation, offender accountability, corrective services, and promotion of public safety. Be actively engaged in, participate in, and supportive of initiatives and programs involving balanced and restorative justice, detention reform, and other available continuum of Family and Juvenile Services.

Minimum Experience and Training Qualifications:

Bachelor's degree in Sociology, Social Work, Psychology, Criminal Justice, Education, or allied field. A Master's Degree in Criminal Justice, Counseling, Education, or Social Work preferred. Prior experience working with juveniles in probation services and/or knowledge or experience working with juveniles that have sexually harmed will be considered, a plus.

A complete description of the physical and mental abilities required to perform the essential functions of the position is available at the Greene County Human Resources Office.

Special Requirements:

All applicants for the position of Probation Officer will be required to undergo a complete background check and post-offer

screening for the presence of illegal drugs as a condition of employment.

How to apply:

Interested individuals MUST submit a completed application to Human Resources, 940 N. Boonville Ave., Room 314, Springfield, MO 65802, or fax to 417.868.4811. Incomplete applications will not be given consideration. Position open until filled.

Greene County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities.